

TheTown Hall
Market Place
Saffron Walden
CB10 1HZ

Tel: 01799 516501



Agenda Assets & Services Committee

To Committee Members: Councillors Ahmed, Asker, Curtis, Eke, Freeman, Frost (Chair), Hawke-Smith (Deputy Chair), Jones, McLellan and Porch

You are summoned to attend a MEETING of the ASSETS & SERVICES COMMITTEE of SAFFRON WALDEN to be held in the Town Hall

Date: Monday 25 March 2024 commencing at 7.30pm (or later on conclusion of the preceding extraordinary Full Council meeting at 7pm) to transact the business as set out in the agenda below.

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.saffronwalden.gov.uk. For background papers in relation to this meeting please contact enquiries@saffronwalden.gov.uk or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting but it may be useful if you notify your intention to speak either in advance of or at the meeting. If at the meeting, please approach the Officer present to make yourself known.

Facilities for people with disabilities

The Council Offices has facilities for wheelchair users, including lifts and toilets.

Fire/emergency evacuation procedure

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

For information about this meeting please contact the Town Council:

Telephone: 01799 516501

Email: enquiries@saffronwalden.gov.uk

General Enquiries – The Town Hall, Market Street, Saffron Walden, CB10 1HZ

Website: www.saffronwalden.gov.uk

Recording of meetings

Meetings will be recorded where practicable and possible to do so.

General Data Protection Regulations (GDPR) 2018:

For details of the Town Council's Privacy Notice, please visit our website: <http://saffronwalden.gov.uk/policies/>



Lisa Courtney, Town Clerk

20th March 2024

1	Resignation of the former Chair of A & S Committee Following the resignation of former Cllr Frost, Chair of the A & S Committee, Committee is requested to approve the Chairing of future meetings (until the Annual Meeting on 13.05.24) to the Deputy Chair, Cllr Hawke-Smith. In his absence, Committee will elect a Chair at the meeting
2	Apologies for absence To receive apologies and consider requests for approved absence.
3	To receive any Declarations of Interest Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
4	Minutes of the last meeting of the Assets & Services Committee To verify and approve the Minutes of the A & S Committee meeting of 26.02.2024.
5	Public Speaking Time For the public or press to ask questions of the Committee on matters relating to the agenda.

6	<p>Radwinter Road Storage Depot</p> <p>SWTC officers to provide a verbal update with progress to date regarding the planning application for the storage depot.</p>
7	<p>Youth Service</p> <p>To note and consider the attached written report, detailing the youth service level agreement recommendations and findings of the recently closed youth survey. Documents 6 (a) (b) and (c) refer.</p>
8	<p>Jubilee Hub Slides</p> <p>To note the attached presentation slides as presented at the March Full Council meeting regarding the service offering and partnership at Jubilee Hub.</p>
9	<p>Golden Acre Solar Panels</p> <p>Committee to note SWTC has been successfully awarded grant funding to install solar panels at Golden Acre, via the Uttlesford Zero Carbon grant funding. Officers are progressing with installation of the panels along with the installation of new windows.</p>
10	<p>Upcoming Activities</p> <p>For information upcoming SWTC events are as follows, posters attached.</p> <ul style="list-style-type: none"> a) Shakespeare Sonnet Walk b) Spectacular Spring Market, utilising the UK Shared Prosperity Fund monies.
11	<p>Urgent Information Items</p> <p>Any items to verbally report for information only.</p>
12	<p>Date and time of Next Meeting</p> <p>Monday 29th April 2024 at 7.30pm in the Town Hall Saffron Walden</p> <p>The April meeting is the last meeting of the Committee before the Annual Meeting at which Committee membership is (re)defined.</p>